

**Michigan State Housing Development Authority  
Michigan's Housing and Community Development Fund  
2008 Notice of Funding Availability (NOFA)  
Invitation to Apply  
Due: July 7, 2008**

**Summary**

The Michigan Housing and Community Development Fund (the "Fund") has been appropriated \$2,163,400 to be allocated and committed in calendar year 2008. The allocation of 2008 funds represents the first opportunity to allocate funding to eligible activities under the original legislation authorizing the Michigan Housing and Community Development Fund ("Fund") created pursuant to Section 125.1458a of the Michigan Compiled Laws. The Fund will support projects designed to fuel strategies leveraging public and private resources to meet the affordable housing needs of low income, very low income, and extremely low income households in this state.

To apply for awards, eligible applicants must submit a proposal meeting the criteria detailed in this NOFA, and a budget listing all resources committed to the project on or before July 7, 2008. No single award or applicant will exceed \$300,000.

**Eligible Applicants**

- 1) Nonprofit corporations;
- 2) For-profit corporations;
- 3) Partnerships approved by MSHDA that are organized for the purpose of developing and supporting affordable housing for household incomes at or below 60% AMI.

**Permitted Use of Funds**

Grants, Mortgage loans, or other loans to eligible applicants as provided in this section to enable eligible applicants to finance any of the following with respect to homeless, homeownership, asset building, community development, or rental development for low income, very low income, and extremely low income households including:

- 1) Activities including, but not limited to:
  - a) Acquisition of land and buildings
  - b) Rehabilitation
  - c) New construction of housing
  - d) Development and predevelopment costs
  - e) Preservation of existing housing
  - f) Infrastructure improvements, economic development projects, or community facilities that support housing development
  - g) Insurance
  - h) Operating and replacement reserves
  - i) Down payment assistance
  - j) Security deposit assistance

- k) Supportive services
  - l) Housing services
  - m) Assistance to facilitate economic development projects that support housing development
  - n) Technical assistance
- 2) The authority may make a loan to an eligible applicant from the fund at no interest or at below market interest rates, with or without security, and may make a loan for predevelopment financing.

### **Threshold Requirements**

To be considered for funding, an applicant must meet each of the following threshold criteria:

- 1) Letter of support from the highest elected official, or their designee, for each of the jurisdictions in which the project is located or in which project activities will be conducted.
- 2) Populations served must be at or below 60% Area Medium Income.
- 3) Readiness to proceed – all other funds necessary to carry out the proposed project are committed. In addition, any HCDF funds awarded must be expended by February 28, 2009.
- 4) Any outstanding Housing and Community Development Fund Pre-Development loans for the same proposed development site must be paid in full at the time of loan closing for the current requested funds.
- 5) The proposal must be consistent with the requirements established in the Statute.

### **Application Instructions**

Interested applicants must submit a proposal not to exceed five pages addressing the topics outlined below.

- A. Name, address and contact information of applicant with signature of authorized official.
- B. Brief description of the project
- C. Income of population served
- D. Type of population served
- E. Number of 1) jobs created 2) units created or 3) people served, whatever is applicable.
- F. Amount of funding and in what form (i.e. grant, loan, etc.) requested from the Fund and over what time period will the funds be expended.
- G. Specific purposes for which the Fund dollars will be used.
- H. Other financial resources/leveraged funds committed to this proposal.
- I. Describe the geographic area this proposal is targeting and why. List specific neighborhoods and property types.
- J. Is the project site or location(s) where the project activity will be conducted within a Designated Revitalization Area? (Check all that apply)
 

<input type="checkbox"/> Core Community	<input type="checkbox"/> Renaissance Zone
<input type="checkbox"/> Enterprise Community	<input type="checkbox"/> Renewal Community
<input type="checkbox"/> Empowerment Zone	<input type="checkbox"/> Brownfield Redevelopment Plan
<input type="checkbox"/> Cities of Promise	<input type="checkbox"/> Neighborhood Improvement Areas
<input type="checkbox"/> Neighborhood Preservation Areas	<input type="checkbox"/> Neighborhood Enterprise Zone

- K. Previously demonstrated capacity to administer a project of this type.
- L. Relation of Project to Outcomes: Overall vision of success and what measures will be used to assess progress (outcomes and measures).
  - Describe vision of the project, outcomes and measures.
  - Indicate alignment with Master Plan or other community plans.
  - Is it the first of its kind or innovative in your community?
  - Is the project practical/feasible?
  - Will it, if successful, accomplish stated outcomes?
  - How will it be sustainable?
- M. Extent to which the project will have positive, long term effects on the community.
  - Describe community vision/or problem this project proposes to address.
  - Attach or describe market or needs analysis that supports your description of the community vision/problem.
  - Describe how this project proposes to realize the vision.
- N. Attachments: A work plan with a timeline and key staff persons and/or partners involved with the execution of the work plan.

### **Scoring Criteria, Preferences and Ranking**

MSHDA will review and rank each proposal based on the following scoring criteria:

- 1) Leveraging of Resources – 20 points
- 2) Proposal targets activities in Designated Revitalization Areas – 15 points
- 3) Capacity to administer effectively – 25 points
- 4) Relation of project to outcomes – 25 points
- 5) Vision for neighborhood/community – 15 points

If needed to fulfill a statutory preference, MSHDA will skip over higher scoring projects and allocate to the next highest scoring application that meets the criteria for the target percentage. Statutory preferences and their percents are indicated in the Allocation Plan under Preferences.

### **Submission Requirements**

- The application may not be more than 5 pages typed (excluding attachments), using 1" margins with a font size of 12.
- The original along with 4 copies of the signed application package and all supporting documents must be mailed to:  
Michigan State Housing Development Authority  
Attn: Mary Cook  
P.O. Box 30044  
Lansing, MI 48909
- The application must be received on or before July 7, 2008 by 5:00 p.m.

## **Public Hearings**

Three public hearings on the NOFA/allocation plan will be held as follows:

June 9, 2008 Lansing MSHDA Office 10:00-12:00 p.m.

June 10, 2008 Detroit MSHDA Office 1:00-3:00 p.m.

June 12, 2008 Gaylord Tree Tops Resort 1:00-3:00 p.m.

**Note: All funding that may be made available by the Fund through these awards must comply with applicable law, relevant regulations, and MSHDA program rules and policy. Additional application information may be required.**

Please contact Mary Cook at 517-241-3681 or Julie Hales-Smith at 517-373-6026 with any questions.